

**Company Registration No. SC398650**  
**Charity Registration No. SC042309**

**TRANSITION BLACK ISLE**

**DIRECTORS' REPORT AND FINANCIAL  
STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

**TRANSITION BLACK ISLE  
(COMPANY LIMITED BY GUARANTEE)**

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**TRANSITION BLACK ISLE**  
(COMPANY LIMITED BY GUARANTEE)

**TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2019**

The trustees, who are also directors for the purpose of company law, have pleasure in presenting their annual report and the unaudited financial statements of the charity for the year ended 31<sup>st</sup> March 2019.

**Objects and Activities**

Transition Black Isle is part of the worldwide Transition Movement, which is dedicated to easing the transition to a future which is less dependent on fossil fuels, minimising the contribution to climate change and reducing the exposure to shocks arising from fuel price increases. Transition Black Isle is active in the Black Isle area of the Scottish Highlands.

The company's activities & achievements during the year included:

Water Waste Reduction

The company worked with Home Energy Scotland to promote the issue of water waste, and offer assistance in reducing water consumption. Much of the work was carried out by a student working for Home Energy Scotland on a short-term contract, continuing Transition Black Isle's efforts to engage with young adults by offering them relevant employment.

Fortrose Community Market

In August 2018 a new monthly community market was launched in Fortrose, offering a wide range of locally-produced food and crafts. The market proved a great success, and has now re-located to larger premises in the Fortrose Community Theatre. With this addition, there are now four monthly community markets on the Black Isle – so there is one almost every Saturday. In addition to the Fortrose Market, Transition Black Isle continued to run those at Cromarty and North Kessock, whilst the Culbokie Community Market is operated by the Culbokie Community Trust.

Avoch – Munlochy Cycle Route

Volunteers continued to explore ways to resolve the landowner conflict which has so far prevented the development of a new off-road cycle route between Avoch and Munlochy. Since the year-end this has led to a successful application to Sustrans' "Places for Everyone" scheme to fund a formal options appraisal to consider alternative routes.

Drastic Plastic Group

A new group was convened to highlight the issue of waste plastic, and find ways to minimise its effect. The group developed educational materials which were used at a number of events during the year under review and subsequently.

Waste Awareness

In addition to its work on plastics, the charity, in partnership with The Highland Council and SEPA, also organised an event to highlight ways to minimise waste in general, covering both policy initiatives and actions for individuals.

Big Bike Revival

As part of the national "Big Bike Revival" the charity ran a Dr Bike session at the Muir of Ord Gala, and installed new bike racks at strategic locations in the village.

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**TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2019** *(continued)*

**Objects and Activities (cont'd)**

In addition, the charity continued to:

- Run the Grow North series of workshops on growing vegetables and, increasingly, related topics such as creating ponds for wildlife.
- Promote low-carbon travel alternatives. The charity's "Black Isle Bicycles" bike hire business, operated from the Cheese Store in Cromarty, continued, as did the electric bike loan scheme.
- Sell its publication "A Growing Guide for Vegetables and Fruit in the North of Scotland".
- Run its annual "Potato Day" enabling people to purchase a wide range of seed potatoes at low cost.
- Organise a "Seed Swap", encouraging local gardeners to save seed from varieties which are suited to the local climate, and giving access to some heritage varieties and unusual crops. During 2018/ 19 this was complemented by a training course on saving seeds.
- Offer the use of its apple press to members and others.

**Financial Review and Reserves Policy**

The net surplus for the year ended 31<sup>st</sup> March 2019 was **£2,719** (2018: £1,809), giving unrestricted funds amounting to **£28,129** (2018 £25,410) at the year end.

Transition Black Isle had no employees during the year, and the organisation has no premises. Consequently, the unfunded fixed costs are very modest, and the trustees therefore believe it is inappropriate to aim to retain a proportion of reserves defined in terms of recurring costs.

All significant non-recurring expenditure is considered by the trustees in the context of any sources of funding available and the level of reserves. In this way, the trustees ensure that all costs incurred are appropriate to the financial resources of the company.

**Future Plans and Activities**

In September 2019 the charity launched a programme of relevant film showings, in conjunction with Take One Action, a Scottish charity which sources films on environmental and social themes.

2019/ 20 saw the group's 10<sup>th</sup> anniversary, which was celebrated with a ceilidh.

The trustees aim to maintain and develop the company's ongoing activities during the current financial year.

**Structure, Governance and Management**

The trustees, who are also directors, are responsible to the members for the running of the company. Their meetings are advertised on the company website, and all members are welcome to attend meetings and contribute. All trustees are required to stand down at the Annual General Meeting of the company but are free to stand for re-election at the meeting. The trustees also have the power to co-opt additional trustees between Annual General Meetings. The administration and function of the company is governed by its articles of association.

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**TRUSTEES' ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2019** *(continued)*

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Transition Black Isle
<b>Charity registration number</b>	SC042309
<b>Company registration number</b>	SC398650
<b>Registered office</b>	Glachbeg, Allanglach Wood North Kessock Inverness, IV1 1XD

**The Trustees**

The trustees under charity law, who are also the directors under company law, are as follows:

Vanessa Halhead  
Julie Gibson  
Peter Moffatt  
Julian Paren  
Wendy Price (resigned 27<sup>th</sup> November 2018)  
Martin Sherring  
Anne Thomas  
Sheila Currie

**Bankers**

The Co-operative Bank plc  
PO Box 250  
Skelmersdale  
WN8 6WT

**Independent Examiner**

Melissa MacLennan CA  
Member of the Institute of Chartered Accountants of Scotland  
MacLennan Accountants Ltd  
35 Torview  
Contin  
Strathpeffer  
IV14 9EF

Martin Sherring  
Company Secretary  
29<sup>th</sup> November 2019

**TRANSITION BLACK ISLE**  
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**INDEPENDENT EXAMINER'S REPORT FOR YEAR ENDED 31 MARCH 2019**

I report on the accounts of the charity for the year ended 31 March 2019 which are set out on pages 7 to 12.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - a. to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
  - b. to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Melissa MacLennan CA**  
29<sup>th</sup> November 2019  
Member of the Institute of Chartered Accountants of Scotland

**TRANSITION BLACK ISLE**  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR YEAR ENDED 31 MARCH 2019**

	Note	2019	2019	2019	2018
		Unrestricted	Restricted	Total	Total
<b>Income from:</b>					
Donations	4	2,328	0	<b>2,328</b>	4,734
Charitable activities (sales)		10,938	0	<b>10,938</b>	8,334
Investment income (asset sale)		0	0	<b>0</b>	1,000
		13,266	0	<b>13,266</b>	14,068
<b>Expenditure on:</b>					
Charitable activities		10,547	0	<b>10,547</b>	12,259
<b>Net income/(expenditure)</b>		<b>2,719</b>	<b>0</b>	<b>2,719</b>	1,809
<b>Transfer between funds</b>		0	0	<b>0</b>	0
<b>Net movement in funds</b>		2,719	0	<b>2,719</b>	1,809
<b>Reconciliation of funds</b>					
Total funds as at 1 April 2018		25,410	0	<b>25,410</b>	23,601
Total funds as at 31 March 2019		<b>£28,129</b>	<b>£0</b>	<b>£28,129</b>	<b>£25,410</b>

The charity has no recognised gains or losses other than the results for the year as detailed above.

All of the activities of the charity are classed as continuing.

The Notes on pages 9 -12 form an integral part of these accounts.

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**BALANCE SHEET AS AT 31 MARCH 2019**

	Note	31st March 2019	31st March 2018
<b>FIXED ASSETS</b>			
Tangible assets	5	0	0
Investment in subsidiary	6	1	1
Total fixed assets		<u>1</u>	<u>1</u>
<b>CURRENT ASSETS</b>			
Debtors	7	200	301
Cash at bank and in hand		28,697	25,487
		<u>28,897</u>	<u>25,788</u>
<b>LIABILITIES:</b> Amounts falling due within one year	8	(769)	(379)
<b>NET CURRENT ASSETS</b>		<u>28,128</u>	<u>25,409</u>
<b>NET ASSETS</b>		<u>28,129</u>	<u>25,410</u>
<b>FUNDS OF THE CHARITY:</b>	9		
Unrestricted funds		28,129	25,410
Restricted funds		0	0
<b>TOTAL FUNDS</b>		<u>£28,129</u>	<u>£25,410</u>

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31 March 2019:

- i. the company was entitled to exemption from audit under section 477 of the Companies Act 2006, and
- ii. members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the accounts have been examined by an independent examiner whose report appears on page 6.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of these accounts.

The Notes on page 9-12 form an integral part of these accounts.

These accounts, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, were approved by the trustees on 29<sup>th</sup> November 2019 and signed on their behalf by:

**Julian Paren**

**Julie Gibson**



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**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2019**

**1. Basis of accounting**

The financial statements have been prepared under the historical cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s) in accordance with:

- (a) The Charities Act 2011
- (b) The Charities and Trustee Investment (Scotland) Act 2005
- (c) The Charities Accounts (Scotland) Regulations 2006 (as amended)
- (d) The Companies Act 2006
- (e) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102) (Bulletin 1) (effective January 2016).

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**2. Accounting Policies**

***Fund Accounting***

Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.

Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.

***Incoming Resources***

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the income; receipt is probable; and the monetary value can be measured with sufficient reliability.

Where the income has related expenditure, the income and related expenditure are reported gross in the SOFA.

Bank interest is recognised when credited to the account.

Gift Aid is recognised in the same accounting period as the donation to which it relates.

Income, which is subject to conditions that the charity has yet to fulfill, or which is specifically for use in a future accounting period, is treated as deferred income.

***Expenditure and liabilities***

Expenditure is recognised on an accrual basis as a liability is incurred.

The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged

Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.

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**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2019**

**2 Accounting Policies (cont'd)**

*Expenditure and liabilities*

*Fixed Assets*

Items of a capital nature (excluding investments) are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 3 years.

*Debtors*

Debtors are recognised at the settlement amount due.

Prepayments are valued at the amount prepaid.

*Cash*

Cash comprises bank deposits repayable on demand.

*Creditors*

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

*Taxation*

The charity is not liable to income tax or capital gains tax on its charitable activities.

**3 Transactions with trustees and related parties**

No trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No fees or emoluments were payable or paid to the directors in the year (2018 – Nil), in accordance with the company's Articles. A total of £162.19 of direct costs incurred on behalf of Transition Black Isle were reimbursed to the directors during the year (2018 – Nil).

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**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2019** *(continued)*

**4 Donations**

	<b>2019</b>	<b>2019</b>	<b>2019</b>	<b>2018</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
Donations	946	0	<b>946</b>	2,170
Big Bike Revival	777	0	<b>777</b>	0
CAF Donations	280	0	<b>280</b>	0
Gift Aid	5	0	<b>5</b>	100
Membership	320	0	<b>320</b>	110
Co-operative Group	0	0	<b>0</b>	2,307
Easy Fundraising Scheme	0	0	<b>0</b>	47
Total voluntary income	<b>£2,328</b>	<b>£0</b>	<b>£2,328</b>	<b>£4,734</b>

**5 Fixed assets**

**Equipment**

**Cost and Depreciation**

Opening Balance 1 April 2018

And Closing Balance 31 March 2019

**£9,865**

**Net Book Value**

As at 31 March 2019 and 1 April 2018

**£0**

**6 Black Isle Ventures Ltd**

Black Isle Ventures Ltd is a wholly-owned subsidiary of Transition Black Isle. Until 31<sup>st</sup> March 2017 it operated a cycle hire business under the name of Black Isle Bicycles; on 31<sup>st</sup> March 2017 the trade was transferred to Transition Black Isle, and Black Isle Ventures Ltd became dormant

**7 Debtors**

	<b>2019</b>	<b>2018</b>
Trade debtors	0	101
Intercompany Debtor	100	100
Other debtors	100	100
Total debtors	<b>£200</b>	<b>£301</b>

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**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2019** *(continued)*

**8. Creditors**

	<b>2019</b>	<b>2018</b>
Trade creditors	196	4
Accruals	573	375
Total creditors	<b>£769</b>	<b>£379</b>

**9. Movement on funds**

	<b>01/04/2018</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfer of funds</b>	<b>31/03/19</b>
<b>Unrestricted funds</b>	25,410	13,266	(10,547)	0	28,129
<b>Restricted funds</b>	0	0	(0)	0	0
<b>Total funds</b>	<b>£25,410</b>	<b>£13,266</b>	<b>(£10,547)</b>	<b>£0</b>	<b>£28,129</b>

**10. Company Limited by Guarantee**

The liability of members is limited by guarantee. In the event of the charity being wound up during the period of membership or in the following period, members would be required to contribute an amount not exceeding £1